



City of Seat Pleasant

Interim City Manager

City Manager Report Summary April 1-30, 2021

- The management team has finally submitted all but one document to the auditing firm and this is related to the expenditures as reported from SPICE
- City Manager successfully got cooperation from SPICE to turnover meeting minutes copies of check payments and invoices related to work and other documentation; the information was turned over to the auditors.
- The finance team was finally able to retrieve the credit card statements from Bank of America. This information is requested by the auditing firm to complete the FY 2019 audit and many of our grant funders are anxiously waiting for the audit.
- The Annual Report was completed and submitted to the Council.
- The Annual Fiscal Budget for FY 2022 was completed by the finance and management team and submitted to the Council for review and approval the first week of May 2021.
- The FY 2021 Budget was amended by management and the finance team and will be submitted to the Council the first week in May.
- Numerous meetings were held with sub-committees of the City Council to address revisions to the Charter and economic development possibilities.
- Community Health Partners met with the City Clerk and City Manager to discuss potential development along the MLK Corridor. They will make a preliminary presentation to the City Council at the regular work session scheduled on May 3, 2021.
- SPICE Meeting minutes and expenditure reports were reviewed, and a summary provided to the City Council.
- The City received notice that Washington DC is planning to relocate its DMV facilities to Claybrick Road and Cabin Branch Drive off Sherriff Road; comments will be submitted.
- There is a Detailed Site plan (DSP) application that has been submitted to the Development Review Division of M-NCPPC for a gas station and convenience store at the intersection of Hill Road and Central Avenue. The City Manager has submitted a request to be a Party of Record on this matter.
- The April Newsletter also included a Spanish version at the direction of the City Manager; subsequent editions will be in Spanish and other languages.
- Management is looking into hosting live zoom meetings of council meetings.
- Management will pursue getting a cable channel for the city which it should have had years ago through its Verizon and/or Comcast Franchise Agreements.
- The 2nd and final Charrette for potential development on Martin Luther King, Jr., Highway is scheduled for May 18, 2021 at 7pm via zoom. Check the City's website and social media platforms for the link to join. University of Maryland Students and architects will present.